

OCE Print On Demand Test User Instructions

The following instructions explain how to download the OCE client configuration file and client software for installation on your computer. These two programs will facilitate printing your large high volume documents to the USDA print shop from within any standard office applications. The instructions are available for online viewing or printing at <http://www.usda.gov/oo/printondemand.htm>

PREREQUISITES:

- We make an assumption that you are currently familiar with Microsoft Windows printing and various office application print functions. Therefore we start our instructions with how to install our print on demand driver.
- Plan how you want your document to look before you access the print shop web server. Setup your physical page and document attributes by selecting appropriate features in the application layout, page setup, and other associated dialog boxes.
- The Xerox DocuTech systems in the USDA print shop can print documents created as Postscript or PDF files.
- Standard office applications can support creating a document in postscript format.

Client Download and Installation Instructions:

1. Using your web browser visit the following url: <http://www.usda.gov/oo/printondemand.htm>
2. At the bottom of this web page click on the “ to download client configuration file and client software, please click here” option
3. **Important!** Download the client configuration file **FIRST**. Please remember your download file location. Example: C:\mydocuments or C:\windows\system, etc. are places you can choose to save the client configuration file.
4. Next download the windows client for your operating system. Example: If your computer runs Windows 98 please click on the “Windows 9x client software” **Important!** Remember your download location.
5. Click on the Windows “Start” button in bottom left hand corner, and select the “Run” option
6. Use the “Browse” button to change to the location where you downloaded the client software. Click on the “OEWin9x.exe” file to extract the client software in a temporary folder. Next click “Open” to accept this path and click “OK” to continue installation (See figures 1 & 2 below for help)

Figure 1:

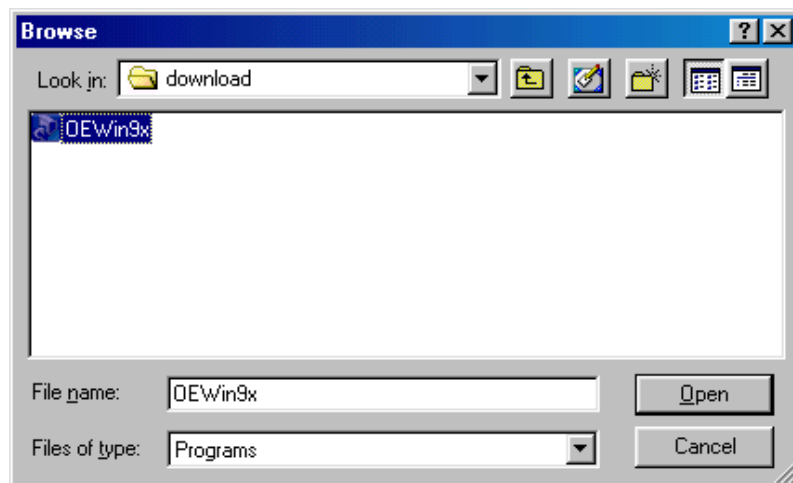
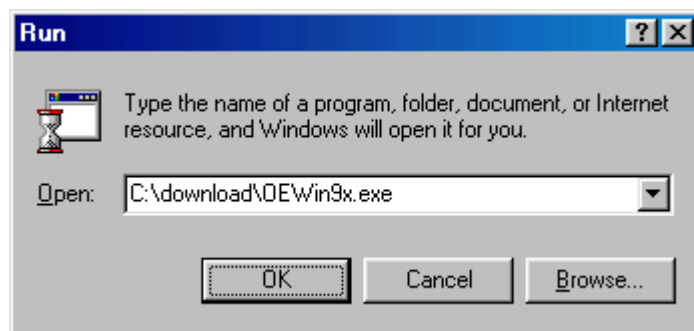
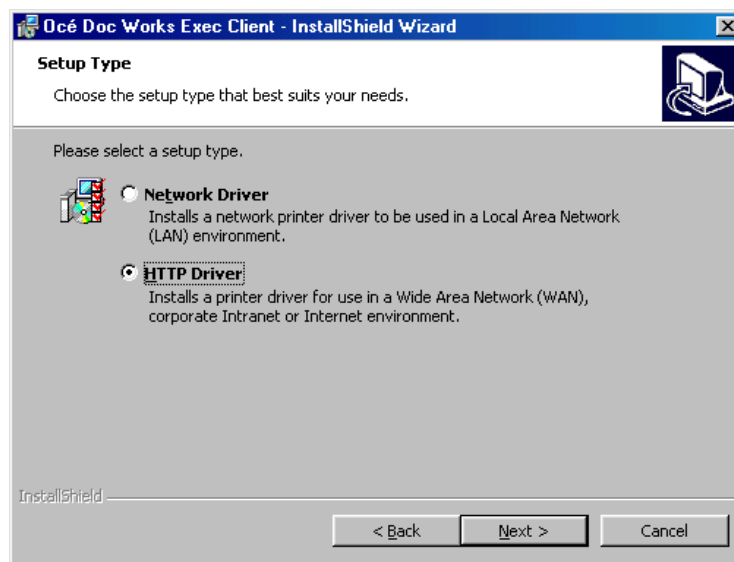


Figure 2:



7. At the next screen please click on the “Next” button to continue the installation
8. Please select the “HTTP Driver” as the setup type and click the “Next” button to continue
(See figure 3 on next page for help)

Figure 3:



9. Click on the “Change” button to your right and browse to the folder containing the first file you downloaded (Client Configuration File). Click on the “default.cfg” file and Click on the “Open” button to your right. Click on the “Next” button to continue. (See figures 4, 5, & 6)

Figure 4:

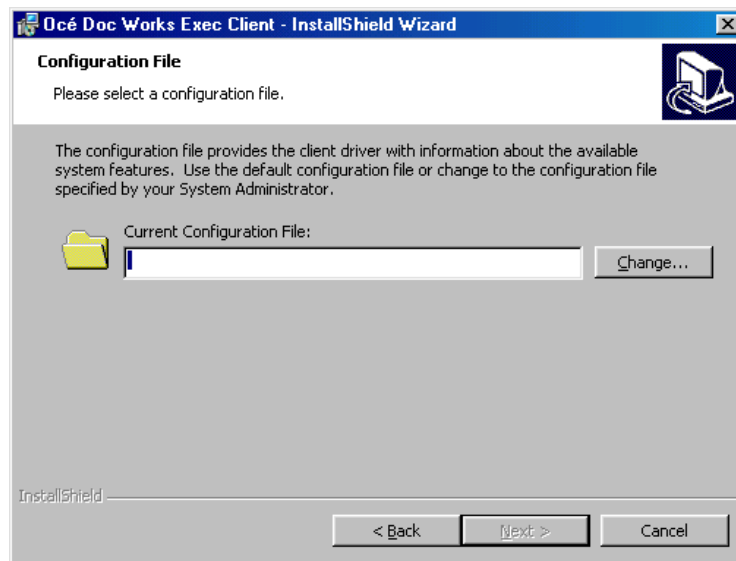


Figure 5:

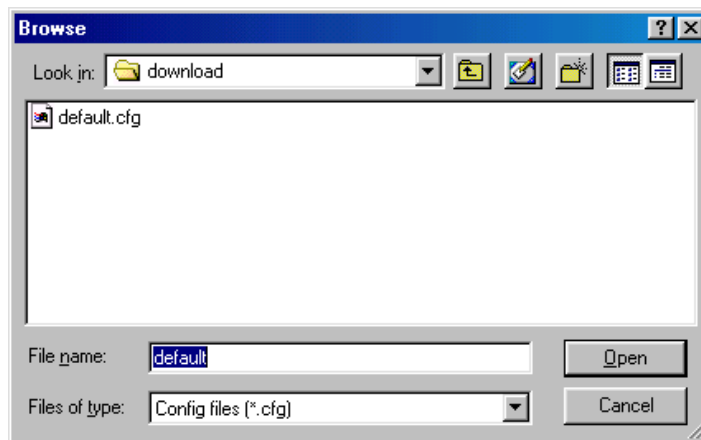
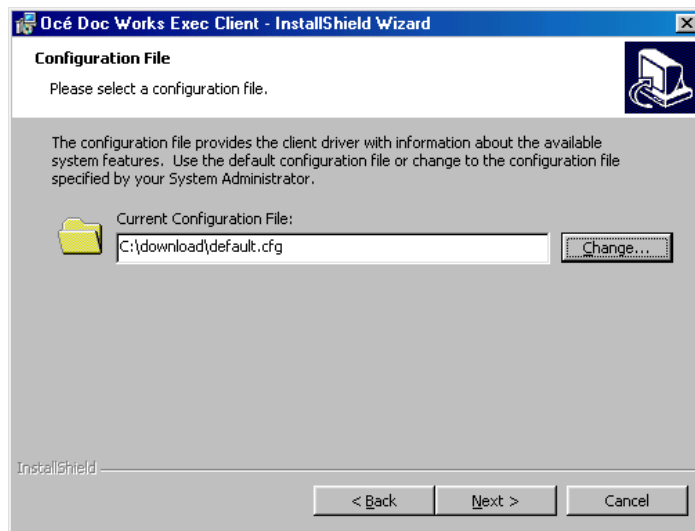


Figure 6:



10. Verify there is a check in the box accepting the “Enable Client Control Utility” option and click on “Next” to continue. Select the “Install” button at bottom right hand side to continue installation. (See figures 7 & 8 for help)

Figure 7:

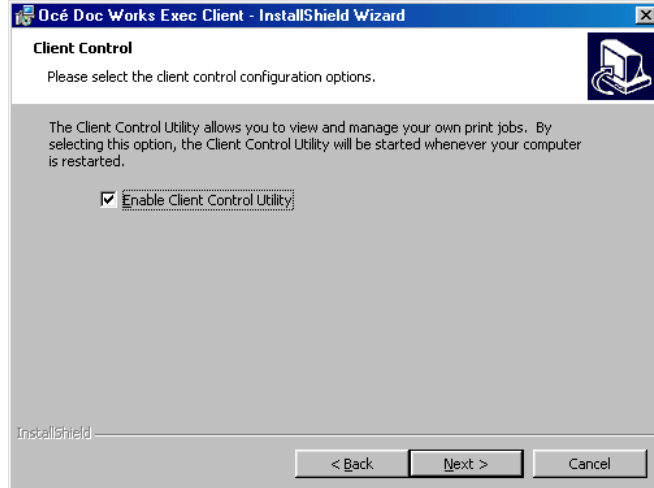
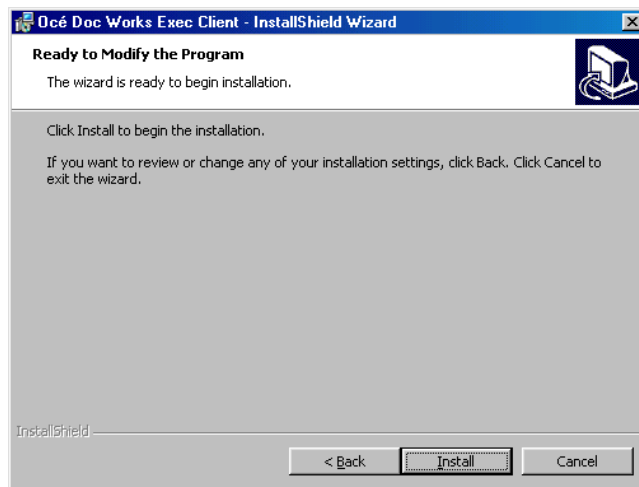
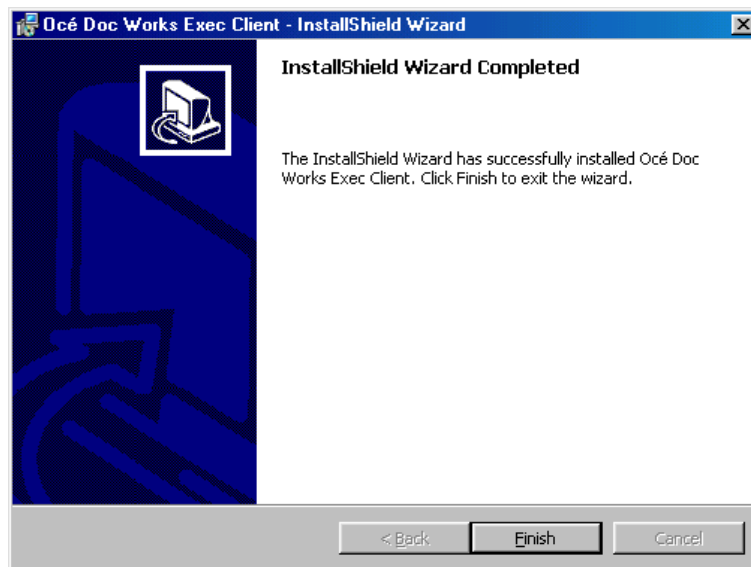


Figure 8:



11. Finally click on the “Finish” button to end installation process. Say “Yes” to reboot request

Figure 9:



For support please contact Cedric Drake on 202-720-1148 or GroupWise e-mail (Internet e-mail: cedric.drake@usda.gov). Thank you for your continued support of the print on demand project.